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A Guide To

Idaho Income Tax Withholding



Effective January 1, 2001

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This guide was prepared by the Idaho State Tax Commission. It does not provide a comprehensive explanation of Idaho tax laws or rules. The law can be found in Title 63, Chapter 30 of the Idaho Code. Rules are located in Idaho Administrative Rule 35, Title 01, Chapter 01.

Recent Changes

How will the new Idaho income tax rates affect tax withholding?

Starting in 2001, the Idaho personal income tax schedules will adjust annually to compensate for inflation. The change will be reflected in the income tax tables used to file individual income tax returns. To adjust for the changing tax schedules, the State Tax Commission will periodically publish new tax withholding tables to match the changing tax schedules.

Will I get a new withholding booklet each year?

The Tax Commission will issue new withholding tables when the accumulated annual inflation adjustments cause a substantial change. When a new withholding booklet is issued, one will be sent to each registered employer. A notice will be placed on the Tax Commission's Web page when new tables are to be issued.

Idaho Employers and Idaho Employees

Who is an employer?

An employer is any person, business or organization for whom an individual performs any service as an employee. This includes religious, educational, charitable, and social organizations or societies, even though these organizations may be exempt from the payment of income taxes.

Who is an employee?

Generally, an employee is any individual who performs services for you, when you have the right to control what will be done and how it will be done. This is true even when you choose not to exercise your control over the employee and allow the employee freedom of action. It is also true regardless of how payments are measured or paid or whether the employee works full-time or part-time.

If an employer/employee relationship exists, it does not matter what the relationship is called. Generally, if someone performs services for you, he is an employee unless he is in business for himself and offers the same service to others.

A corporate officer who works for the corporation is an employee.

What is the difference between an employee and an independent contractor?

There are many standards to determine whether an individual performing services for you is an employee or a contractor. Some of the common characteristics are:

Employee

- Works set hours
- An ongoing relationship
- Paid by hour, week, or month
- Reimbursed for business expenses
- Facilities and tools furnished by employer
- Works for one firm
- Must render services personally
- Regular reports are required
- Does not solicit for work
- Can be discharged
- Can quit
- No risk of loss or opportunity for profit

Independent Contractor

- Sets own hours
- Relationship lasts a limited time
- Paid by the job performed
- Responsible for incidental expenses
- Has own facilities and tools
- May work for several firms at once
- Can subcontract services to another
- Not required to account for actions
- Solicits for work through advertising
- Cannot be terminated except for breach of contract
- Must complete contract or be responsible for failure to do so
- Has risk of loss and opportunity for profits

For additional information on how to determine whether an individual providing services is an independent contractor or an employee, see IRS publications Circular E, and 15-A.

What if I employ a member of my family?

If a family member, even your spouse or child, provides services for which he is paid, you must withhold Idaho income tax just as you would for a nonfamily member.

What if I employ someone to assist me with household work or to provide care for a family member?

If you hire an employee to work in a personal residence, the employee's wages are subject to Idaho income tax. You must have an Idaho withholding account and report the wages, but you are not required to withhold Idaho income tax from the employee's wages. As a domestic employer, you are required to issue W-2 forms and file Form 956 by the last day of February, following the year of employment. The instructions for Form 956 are on page 21.

If you hire someone who has a business providing household help and he provides service to more than one client, he is not necessarily your employee.

What if I employ someone to help me on my farm or ranch?

If you hire an employee to help you in your agricultural business, you must withhold Idaho income tax from the employee's check if he earns more than \$1,000 during the calendar year. Use the withholding tables in this book to determine how much to withhold.

If you are required to file Employment Reports with the Department of Labor, you are a quarterly filer with the Tax Commission. You must file Form 958 and pay the income tax withheld by the last day of the month following the end of the calendar quarter. If you are not required to file Employment Reports with the Department of Labor, you are an annual filer with the Tax Commission. You must file Form 956, Form 956-W, and pay the income tax withheld by the last day of February.

Income Subject to Withholding

When are wages subject to Idaho income tax?

When an employee earns income while working in Idaho, the income is subject to Idaho income tax. This is true even if the employee is not a resident of Idaho. It is also true if the employee is a family member. It also applies to people working in Idaho for only one day, including athletes and performers.

If a person who is not a citizen of the United States earns income while in Idaho, the income is subject to Idaho income tax withholding.

What income is subject to Idaho income tax withholding?

All wages, tips, and other compensation earned by employees or paid for services performed in Idaho are subject to Idaho income tax withholding. The pay may be in cash or in another form. It includes salaries, vacation allowances, bonuses, commissions, and fringe benefits. It does not matter how you measure the compensation or make the payment. Generally, if the Idaho compensation is subject to federal income tax, it is subject to Idaho income tax as well.

Compensation paid to a former employee for services performed while still employed in Idaho are subject to Idaho income tax withholding. For example: If an employee is granted stock options and those stock options vest while he is performing services in Idaho the compensation or gain when he exercises his options will be subject to Idaho income tax withholding, even if the employee is no longer employed in Idaho.

- Employee business expense reimbursements. Reimbursements or allowances paid to an employee under an accountable plan are not subject to Idaho income tax withholding. Reimbursements or allowances paid under a nonaccountable plan are subject to Idaho income tax withholding. For information defining an accountable or nonaccountable plan see the IRS publication Circular E.
- Wages not paid in money. If in the course of your trade or business, you pay an employee in something other than cash or a readily negotiable instrument, you are said to pay them "in kind." Payments in kind may be in the form of goods, lodging, food, clothing, or services. Generally, the fair market value of such payments at the time they are provided is subject to Idaho income tax withholding if the payment is for services provided in Idaho. If the food or lodging is for the convenience of the employer and qualifies under federal law to be excluded from wages, it is not subject to Idaho income tax withholding.

- **Supplemental Wages**. Bonuses, commissions, overtime pay, payments for accumulated sick leave, severance pay, awards, prizes, back pay, retroactive pay and other such payments are subject to Idaho income tax if earned while working in Idaho.
 - Withholding on supplemental wages may be computed by either combining the supplemental payment with regular wages and treating them as a single payment or by multiplying the supplemental payment by 8.2%.
- Employee Benefits. Benefits that are taxable under the Internal Revenue Code are subject to Idaho income tax withholding, if they were earned for services provided in Idaho, regardless of when the benefit is received. Tax-deferred benefits such as 401(k) plans and cafeteria plans that are tax deferred by the Internal Revenue Code are also tax deferred for Idaho and not subject to income tax withholding.
- **Stock Options.** The granting of stock options is considered to be compensation for services. The gain from the sale of the stock is subject to Idaho income tax withholding if the employee performed services in Idaho between the time the option was granted and the time the option vested. For more detailed information see Idaho Income Tax Administrative Rule 271.
- **Tips.** Tips an employee receives for work done in Idaho are subject to Idaho income tax withholding.

Are there exceptions to the withholding requirement?

- An Idaho employer is always required to have an account and report payroll. However, withholding is not required if:
 - the employee is not a resident of Idaho and earns less than \$1,000 in Idaho during the calendar year.
 - an agricultural laborer earns less than a \$1,000 during the calendar year.
 - an employee is exempt from federal withholding.
 - the employee is a Native American who earns the income on the reservation and who lives on the reservation.
 - an employee gives you a Form W-4 stating he is exempt from withholding as he had no income tax liability in the previous year and expects to have no income tax liability for the current year. The exemption is only good for the current year. He must give you a new W-4 each year. The employer must have a withholding account and issue the employee a W-2 form. See Am I Required to Send W-4 forms to the State Tax Commission? on page 14.
- Common Carriers. If you are an interstate common carrier and your employee has regularly assigned duties in more than one state, you only have to withhold income tax for the employee's state of domicile. See Title 49, Section 14503, United States Code to determine if the employee qualifies.
- Air Carriers. If your employee has regularly assigned duties on aircraft in more than one state, you must withhold income tax for his state of domicile and the state in which he earns more than 50 percent of his wages. See Title 49, Section 40116(f) United States Code to determine if the employee qualifies.

■ Railroad Carriers. If you are an interstate rail carrier and your employee has regularly assigned duties in more than one state, you only have to withhold income tax for the employee's state of domicile. See Title 49, Section 11502, United States Code to determine if the employee qualifies.

Am I required to withhold Idaho income tax from an IRA, pension or other similar payment?

The income from an IRA, pension or other similar payment is subject to Idaho income tax, but the payer is not required to withhold Idaho income tax from retirement payments. The recipient may pay the tax as a voluntary estimated payment on his individual return on or before April 15. If the payer of the retirement funds wishes to withhold Idaho income tax from the payments as a convenience to its payees, it must apply for an Idaho withholding account and remit the amounts withheld the same way a regular employer does.

Is Idaho income tax withholding required on active-duty military wages?

The federal Soldiers' and Sailors' Civil Relief Act of 1940 prevents a state from taxing the active duty pay of military personnel, unless the military person is domiciled in that state. Therefore, the military wages of a person stationed in Idaho would not be subject to Idaho income tax, unless he joined the military from Idaho. Wages paid by the military to a person not on active duty are subject to Idaho income tax withholding if earned in Idaho.

For a person who joined the military from Idaho, Idaho allows him to deduct the active duty pay earned outside Idaho. Therefore, it is not necessary to withhold Idaho income tax for military personnel who have joined the service from Idaho, but are stationed outside Idaho.

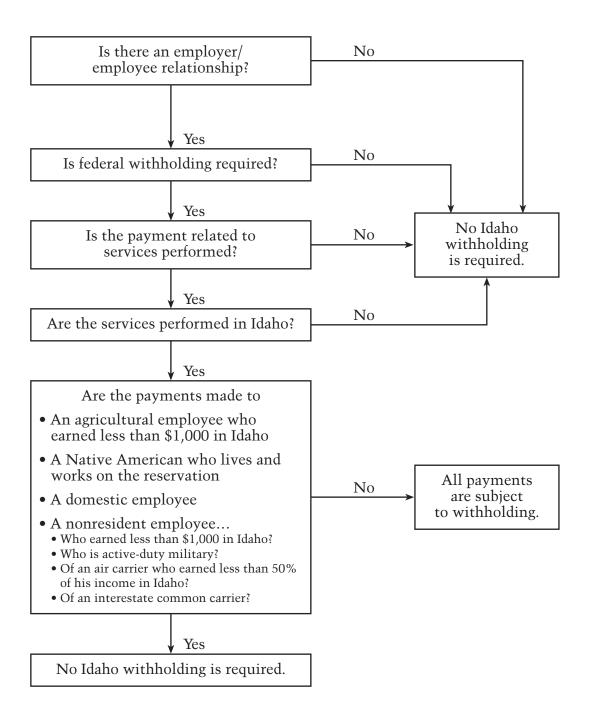
Is income earned by a Native American subject to Idaho income tax withholding?

Yes, unless the Native American meets all of the following qualifications:

- Is an enrolled member of a federally recognized tribe;
- Lives on a reservation:
- The wages are for work performed on a reservation.

Should I Withhold Idaho Income Tax?

The following flow chart can help you decide if Idaho income tax needs to be withheld.



Withholding Account

Do I need an Idaho withholding account?

Generally, if you have an employee earning income while in Idaho, you must have an Idaho withholding account. This applies to all employees including agricultural, household help and family members.

If you choose to voluntarily withhold Idaho income tax, you must have an Idaho withholding account.

How do I apply for an Idaho withholding account number?

You must have a federal Employer Identification Number (EIN) before you apply for an Idaho withholding account. You can obtain an EIN from the Internal Revenue Service. Form SS-4 and instructions for obtaining an EIN are available on the IRS Web site at www.irs.ustreas.gov/forms_pubs/forms.html . In most cases you can obtain an EIN by visiting an Idaho State Tax Commission office.

To apply for an Idaho withholding account, complete the Idaho Business Registration Form, IBR-1, and submit it to the Idaho State Tax Commission. Form IBR-1 is a joint registration form that also allows you to apply for your unemployment insurance account from the Department of Labor and to provide some necessary information to the Industrial Commission. To obtain an application:

- call the Idaho State Tax Commission at (800) 972-7660 (334-7660 in Boise);
- see the Tax Commission's Web site at www2.state.id.us/tax/forms_permits.htm;
- from your fax machine, call the Interactive Voice Response service toll-free at (888) 228-5770; or
- visit one of the Idaho State Tax Commission offices.

Approximately three weeks after mailing your application you will receive a with-holding account number and you will be notified how often you must file a return. (See page 11 for information on when returns are due.) You will then begin receiving the forms needed to report the Idaho income tax withheld.

The Idaho withholding account number is not transferable. If you change your business entity (for example: incorporating your sole proprietorship), acquire a business, or for any reason get a new federal EIN, you must complete a new application.

What if I do not register for a withholding account?

If you have employees or withhold Idaho income tax, and do not register for a withholding account, you may be charged a penalty of \$100 per month until you do register.

What if I need to change the address on my account?

To change your mailing address, on Form 958 or Form 956 mark the box for "Mailing address change," draw a line through the address on the form, and write in your new address.

Are withholding accounts transferable?

If you are a new owner of an existing business, or have changed your employer identification number (EIN), do not use a return that has been addressed to the former business entity. Accounts are not transferable. Contact a State Tax Commission office to obtain an application for a new account.

What if I no longer need a withholding account?

If you want to cancel your account, mark the box for "Cancel Account" on the Form 958 or Form 956.

How Much To Withhold

How do I know how much Idaho income tax to withhold?

An employer must have a federal Form W-4, Employees Withholding Allowance Certificate, on file for each employee. Since Idaho does not have a separate form W-4, Idaho income tax withholding is based on the federal Form W-4. However, an employee can request that you withhold additional Idaho income tax by claiming fewer dependents for Idaho purposes. The employee can add this information at the bottom of the federal form W-4 he provides to you. He cannot request less Idaho income tax withheld by listing more dependents.

Idaho has three approved methods for computing withholding:

- Withholding Tables. See page 31.
- Percentage Computation. See page 24.
- Annualized Wage. See page 25.

The income tax withholding amounts in the withholding tables have been rounded to the nearest whole dollar. If you use the percentage or annualized wage method of withholding, round the tax to the nearest whole dollar.

Generally, the percentage computation is the most helpful method to use in programming the withholding tables for your computer. For assistance with payroll software, contact the company from which you purchased the software.

When to File and Pay the Withholding

How often will I be required to remit the income tax I have withheld?

Monthly Filers. Most employers are monthly filers and therefore remit withholding each month.

<u>Split-Monthly Filers.</u> Employers whose withholding exceeds \$60,000 per year must file their return and remit the income tax withheld based on a reporting period that begins on the 16th of the month and ends on the 15th of the next month with the payment due the 20th of that same month.

Quarterly Filers. Employers who withhold less than \$500 each quarter remit the withholding on the last day of the month following the end of the quarter.

When are my returns due?

Each form has its own due date. See Figure 1 below to determine the due dates for each form.

FORM	DUE DATE		EI	MPLOYER FI	LING CYCLI	ES	
		Monthly	Split-Monthly	Quarterly	Household	Agriculture w/D.O.L.	Agriculture w/o D.O.L.
Form 910	The 20th of each month following the applicable reporting period.	X	X				
Form 958	The last day of the month following the end of the quarter.	X	X	X		Х	
Form 958-A	The last day of January.		X				
Forms 956 & 956-W	The lst day of February	X	X	X	X	X	X

Figure 1. Schedule for Filing Your Returns.

How do I get reporting forms?

Once you are registered with the Tax Commission, preprinted forms will be sent to the business in a timely fashion. If you do not have a preprinted form to file, do not use photo copies from a previous period or from a different employer. If you do not have a current form when you need to file, you may:

- Call any Tax Commission office to request one. The form will be mailed to you on the next business day.
- Use the Telefile system to file your report and remit payment (see page 12), or
- Visit the Tax Commission's electronic filing Web page to find private vendors that offer electronic filing.

Can I have the forms sent to my accountant?

The Idaho Business Registration Form allows for an alternate address and contact person. If you have already completed your application, you may send a letter asking the Tax Commission to mail your reporting forms to an alternative address. Be sure to include your account number.

Making Payments with Electronic Funds Transfer

Can I remit the taxes electronically?

Yes, Idaho allows two methods of making a Direct Payment. The Idaho State Tax Commission's State Tax Electronic Payment System (STEPS) program for ACH Debit provides an electronic method to make payments of any tax due the Tax Commission. To register with Idaho's STEPS program, call 1-800-972-7660 to ask for an authorization form, or get the form at www2.state.id.us/tax/forms_ misc.htm. The STEPS program for ACH Debit allows you to select the day you want the transaction to be submitted to the bank.

You may also remit withholding payments through ACH Credit. The ACH Credit program allows you to initiate the transfer through your bank, whereas the STEPS program for ACH Debit allows the Tax Commission to complete the transfer on a specified date.

Filing Returns and Making Payments Using Telefile

Can I file my returns electronically even if I do not use a computer?

You can file your income tax withholding returns (Form 958) and make your payments over the telephone using Telefile. This filing method is not available for splitmonthly or annual filers. (Businesses that make retail sales can also file their returns and pay the sales tax using Telefile.)

For returns and payments:

To file your return and payment using the telephone follow these easy steps:

- 1. Complete your withholding return (Form 958).
- 2. Call toll free 1-888-952-6311.
- 3. Follow the step-by-step instructions to enter your information.

For payments only:

To make only your monthly withholding payments, follow steps 2 and 3 above.

You will be given three options to make your payments when using Telefile.

- 1. <u>Direct Payment.</u> If you choose to make your payments electronically, you must first register with the Idaho State Tax Commission's STEPS program for ACH Debit. The Personal Identification Number received in the registration process is required to authorize payments made through the Telefile system. To register, call 1-800-972-7660.
- 2. <u>Credit Card.</u> If you choose to make your payments using MasterCard or VISA, you will be prompted to enter the credit card number and expiration date.
- 3. Other. If you choose to make direct payments through another source, or to make payment by check, you will need to be sure that your payment is properly identified and sent to the Idaho State Tax Commission by the due date.

Filing Returns and Making Payments Using the Internet

Can I file my returns online?

Businesses can file their income tax withholding returns and make their payments using the Internet through an independent vendor. For a small fee, an independent vendor provides a complete online service package that allows you to prepare and file the returns, and make the payments. (Businesses that make retail sales can also file their sales tax returns and pay their sales tax using the Internet.)

To use the Internet for filing your return and paying your income tax withholding, visit the Tax Commission's electronic filing Web page and use the link to the approved service provider(s). The address for the Commission's link is www2.state.id.us/tax/filing.htm.

Late Filing

What happens if I file late?

Penalty and interest will be added to the amount due. There is a penalty for filing a return late, and there is a separate penalty for not paying the amount due when the return is filed. Penalty and interest are charged on the amount of tax due from the due date until paid.

A penalty of \$2 per W-2 per month to a maximum of \$2,000 may be applied if your W-2 forms are not submitted by the last day of February.

Information Returns

Am I required to send W-4 forms to the Idaho State Tax Commission?

Normally, no. But you are required to send the Idaho State Tax Commission a copy of the W-4 form provided by your employee if:

- the employee earns more than \$200 per week or more than \$7,200 per year, and marks the W-4 form indicating he is exempt from withholding, or
- the employee claims more than 10 withholding allowances.

You also should send a copy of the W-4 form of any employee you suspect is claiming an incorrect number of allowances.

Mail the W-4 to: ITA/Withholding

Idaho State Tax Commission

P. O. Box 36

Boise, ID 83722-0410

Are there other returns that I must file?

The Internal Revenue Service requires taxpayers to use Form 1099 to report certain activities with third parties. All Forms 1099 and other information returns must be filed by the last day of February. Only the following Forms 1099 must be filed with the Idaho State Tax Commission:

- Form 1099-MISC, Miscellaneous Income, if it is issued for transactions related to property located or used in Idaho or for services performed in Idaho.
- Form 1099-R, Distributions from Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc., if Idaho income tax is withheld.
- Form 1099-S, Proceeds From Real Estate Transactions, if it is issued for transactions related to property located in Idaho.
- Form 1099-A, Acquisition or Abandonment of Secured Property, if the property was located in Idaho.
- Form 1099-B, Proceeds from Broker and Barter Exchange Transactions, if the property was located in Idaho or if the service was performed in Idaho.

The following information returns also must be filed with the Idaho State Tax Commission if applicable:

- Form MSA-1, Idaho Medical Savings, must be filed by financial institutions that offer Medical Savings Accounts.
- Form W-2G, Certain Gambling Winnings, if the gambling took place in Idaho.
- Form 1099-C, Cancellation of Debt, if the secured property was located in Idaho.
- Form 1098, Mortgage Interest Statement, if the property was located in Idaho.

Record Keeping

What records must I keep, and for how long?

Your payroll records should be kept for at least four years. They should include:

- Name, address, and social security number of each employee
- Dates of employment
- Dates and amount of all wage payments and taxes withheld
- Hours and location of work
- A Form W-4 for each employee
- Cancelled payroll checks
- Copies of all Forms W-2 and Forms 1099
- Federal Form I-9, Employment Eligibility Verification

Other Questions

What if I employ someone who does not live in Idaho?

If a person is working in Idaho, you must report the wages to Idaho. Because the wages are earned in Idaho, they are subject to Idaho income tax. You do not have to withhold Idaho income tax unless the person will earn \$1,000 in Idaho during the year. All wages earned in Idaho, even if tax was not withheld, must be reported on the W-2 form as Idaho wages.

What if I send my Idaho employee to another state to work?

You are required to withhold income tax for the state in which the employee is working. If the state where he is working does not have an income tax, the employee may wish to have you withhold Idaho income tax. As a resident of Idaho, his income will be taxable in Idaho.

If I am self-employed, how do I know how much money to set aside to pay my income tax?

If you are self-employed or receive a pension payment, the tables starting on page 27 will help you determine how much to set aside to pay your income tax. Determine the taxable income you receive each month, then use the monthly table to determine how much tax you will owe. Idaho does not require estimated tax payments from individuals; however, you can file a voluntary estimated tax payment using Form 51.

Important Agencies for Employers

Where can I get more information related to being an Idaho employer?

These agencies may be of assistance:

■ Internal Revenue Service

Federal Tax Withholding, FUTA, FICA, etc.

www.irs.ustreas.gov

Toll-Free 1-800-Tax-1040

IRS Publication

Circular E, Employer's Tax Guide

Boise Office 550 W. Fort St. Boise, ID 83724

■ State Tax Commission

State Income Taxes, Sales Tax, Corporate Tax, Fuels Tax, etc

www2.state.id.us/tax

See the cover of this publication for the office closest to you.

■ Department of Labor

Unemployment Insurance, Job Service, Employer Services

www.labor.state.id.us

Boise Office 317 W. Main Street Boise, ID 83735-0760 (208) 334-6318

■ Idaho Industrial Commission

State Workers Compensation Law, Industrial Accident Insurance

www2.state.id.us/iic

Boise Office 317 W. Main Street Boise, ID 83702 (208) 334-6000

U S Immigration and Naturalization Services

Employment Eligibility Verification

www.ins.usdoj.gov

Boise Office 4620 Overland Road Boise, ID 83704 (800) 777-7700

■ Idaho Secretary of State

Business DBAs, Articles of Incorporation, UCC, etc

www2.idsos.state.id.us

Boise Office 700 W. Jefferson Basement, West Wing Boise, ID 83702

P.O. Box 83720 Boise, ID 83720 (208) 334-2304

Forms and Instructions

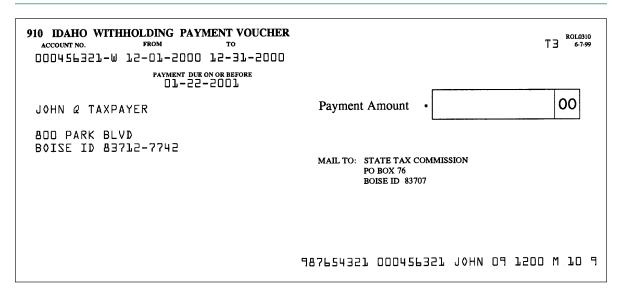


Figure 2. Example of Form 910

What is Form 910 used for?

Form 910 (See Figure 2):

- is a payment voucher for employers who remit payments on a monthly or a split-monthly basis, or for any employer who wishes to make a voluntary, early payment.
- covers only one month of payroll. It should be filed even if no tax is withheld from your employees for the reporting month.
- is due by the 20th day of the month after the reporting month.

Remember, taxes are reported and paid based on when the wages are paid, not the pay period ending date.

Why does Form 910 have zeros in the payment amount box?

Recent changes in Idaho rules require that whole numbers are used for all withholding returns. Round your payment amounts and report the rounded dollar amount on Form 910. Amounts ending with less than 50 cents are reduced to the lower whole dollar. Amounts ending with 50 cents or more are increased to the next whole dollar.

958 IDAHO INCOME TAX WITHHOLDING RETURN ACCOUNT NO. FROM TO DDD456321-W 10-01-2000 12-31-2000 RETURN DUE ON OR BEFORE D1-31-2001	Payment made by EFT Mailing address change Cancel Account 1. Idaho payroll
JOHN @ TAXPAYER	4. State tax withheld (last period)
BOO PARK BLVD BOISE ID B3712-7742 MAIL TO: PO BOX 76 BOISE ID 83707-0076 I do hereby sweer or affirm that this information is true and correct to the best of my knowledge. Authorized Signature Date	5. Total tax withheld 00 6. Payments 00 7. Amount due 00 8. Adjustments 00 9. Penalty 00 10. Interest 00 11. Total due 00
ተ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ ነ	87654321 000456321 JOHN 09 1200 & 58 8

Figure 3: Example of Form 958

When does an employer use a Form 958?

Form 958 is a tax return that covers three months of payroll. For a split-monthly filer, the quarter begins on the 16th day of the first month and ends on the 15th day of the month following the end of the quarter. It must be filed even if the funds are transmitted electronically, and it must be filed even if no tax is withheld from your employees.

Employers who remit payment on a monthly or split-monthly basis use Form 958 to reconcile the three monthly 910 payments, report total payroll, and remit any unpaid balance. Form 958 is due by the last day of the month following the end of the quarter.

Employers who file on a quarterly basis use Form 958 to report payroll totals and pay the income tax withheld. The return and payment are due by the last day of the month following the end of the quarter.

Employers who file on an annual basis are not required to use Form 958. Instead, annual filers are only required to file Form 956 and Form 956-W.

Why does Form 958 not allow me to enter amounts with cents?

Recent changes in Idaho tax law mandate that whole numbers be used for all withholding returns. Therefore, all amounts on Form 958 must be rounded to a whole dollar amount. Amounts ending with less than 50 cents are reduced to the lower whole dollar. Amounts ending with 50 cents or more are increased to the next whole dollar.

Can I use Form 958 if I make payments electronically?

Yes, if a balance due for the return will be paid by an electronic funds transfer, mark the box for "Payment made by EFT" on the Form 958.

Is it necessary to sign Form 958?

Yes, a signature is required on Form 958.

How do I complete Form 958?

Line 1.

Enter the total Idaho taxable wages *paid* to your employees during this quarter (three months). For a split-monthly filer, the quarter begins on the 16th day of the first month and ends on the 15th day of the month following the end of the quarter. Taxable wages are wages actually paid during the period, not accrued wages.

Lines 2 through 4.

Monthly Filers. Enter the total Idaho income tax withheld from the wages paid to your employees during the first month of the quarter on Line 2, the second month of the quarter on Line 3 and the third month of the quarter on Line 4.

Semi-Monthly Filers. Enter on line 2 the total Idaho income tax withheld from the wages paid to your employees from the 16th of the first calendar month to the 15th of the second calendar month of the quarter. Enter on line 3 the total Idaho income tax withheld from the 16th of the second calendar month to the 15th of the third calendar month. Enter on line 4 the Idaho income tax withheld from the 16th of the third calendar month to the 15th of the first calendar month of the next quarter.

For the last quarter you will receive a Form 958-A which separates the income tax withheld from January 1 through January 15.

Quarterly Filers. Leave Lines 2 and 3 blank. Enter the total Idaho income tax withheld from the wages paid to your employees, during the whole quarter, on Line 4.

Line 4a.

Split-Monthly Filers Only. For the fourth quarter only, you will receive Form 958-A. Enter on line 4a the amount of taxes withheld during the period 1/1/XX through 1/15/XX. This information is necessary to reconcile your annual withholding. Line 4 is the entire amount of taxes withheld during the period 12/16/XX through 1/15/XX.

SS-A IDAHO INCOME TAX WITHHOLDING RETUR OUTS 1321-W 10-16-2000 01-15-2001 EXTURN DUE ON OR BEFORE O1-31-2001 JOHN & TAXPAYER 800 PARK BLVD BOISE ID 83712-7742 MAAL TO: PO BOX 79 BOISE ID 83707-0076 1 do hereby sever or effirm that this information is true and correct to the best of my inconsisting. Archetical Significan Dec.	N Payment made by EFT
	987654321 000456321 JOHN 09 1200 B 58 4

Figure 4: Example of Form 958-A

Line 5.

Add lines 2, 3, and 4.

Line 6.

Monthly and Split-Monthly Filers. Enter the total paid with Forms 910 or by electronic Direct Payment for this quarter. This is the sum of the three monthly payments for the quarter.

Quarterly Filers. This line is left blank, unless voluntary payments were made with Form 910 or by electronic Direct Payment. If voluntary payments were made, enter the total amount paid for this quarter.

Line 7.

Subtract line 6 from line 5.

Line 8

If an adjustment is necessary for a previous return, make the entry on line 8 and attach a statement explaining the adjustment. If no explanation is provided, the adjustment may not be allowed. For assistance, call (208) 334-7797.

Line 9.

Delinquent returns are subject to a penalty of 5% per month of tax due or a minimum of \$10.00 (whichever is greater). The maximum penalty is 25%.

Line 10.

Interest is charged on the amount of tax due from the due date until paid.

Line 11.

This is the total due for this reporting quarter. Add lines 7, 8, 9, and 10. Remit this amount, payable to the Idaho State Tax Commission.

Be sure to sign the return.

JOHN Q TAXPAYER BOD PARK BLVD BOISE ID B3712-7742	AL RECONCILIATION Mailing address change Cancel account
Authorized Signature Date	987654321 000456321 JOHN 09 1200 M 56 4

Figure 5: Example of Form 956

What is Form 956?

Form 956, Idaho Income Tax Withholding Annual Reconciliation, is the return used to compare the total amount of Idaho taxes you withheld during the calendar year to the amount you paid to the Tax Commission for the calendar year.

Employers who are required to report and pay the taxes withheld annually only need to file Form 956 and Form 956-W.

Employers must file a Form 956 for any account that was active at any time during the year.

What is Form 956-W?

Form 956-W, Idaho Transmittal - Wage and Tax Statement, is used to transmit the state copy of Form W-2 and any applicable Form 1099-R to the State Tax Commission. Only Forms 1099-R showing Idaho income tax withholding should be attached. Refer to the section explaining magnetic media filing on page 23 to determine whether you are required to file W-2 information by magnetic media rather than in paper format.

When and where do I file Form 956?

Form 956 along with Form 956-W, Form W-2, and Form 1099-R are due on or before the last day of February.

Send the completed forms to: Idaho State Tax Commission

P. O. Box 76

Boise, ID 83707-0076

Who must file Form 956 and 956-W?

If you had an active Idaho withholding account for any portion of the year or if you withheld Idaho taxes during the year, you must file Form 956. Form 956-W must be filed if you had an employee during the year.

How do I complete Form 956?

Line 1.

Enter the number of Forms W-2 and Forms 1099-R attached to the Form 956-W. Only Forms 1099-R with Idaho withholding should be included.

Line 2.

Enter the total Idaho wages from the box titled "State wages, tips, etc." on the Forms W-2.

Line 3.

Enter the total Idaho withholding from the box titled "State Income Tax" on the Forms W-2 and Forms 1099-R.

Line 4.

Enter the total amount of withheld Idaho tax paid to the Tax Commission for the calendar year. DO NOT include any penalty or interest you may have paid.

Note: A worksheet to help you arrive at the correct figures to be entered on lines 3 and 4 is available from the Tax Commission's Web site or by calling the Tax Commission. A copy is also available inside the back cover of this guide.

Line 5.

Enter the difference between lines 3 and 4. Amounts of \$1 or less will not be refunded and should not be paid if due. Show any overpayment in brackets or parentheses.

Line 6.

If Line 5 is an overpayment, check the appropriate box to indicate whether you want to receive a credit to your account or a refund check. Credits should not be taken or used until you receive an acknowledgment from the Tax Commission.

Line 9.

Enter the total of Lines 5, 7, and 8. Show overpayments in brackets or parentheses. Payment of any balance due should accompany this return.

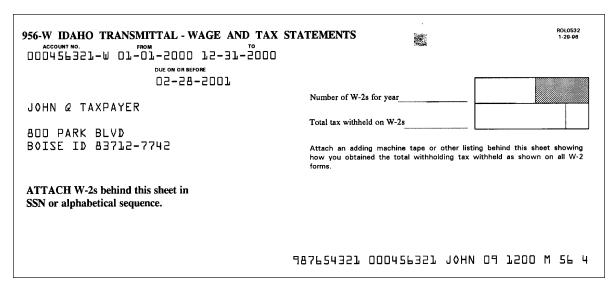


Figure 6: Example of Form 956-W

How do I complete Form 956-W?

Enter the number of Forms W-2 and/or Forms 1099-R attached and the total amount of Idaho income tax withheld as reported on the attached Forms W-2 and/or Forms 1099-R. This information should be the same as that reported on Lines 1 and 3 of your Form 956.

Arrange the Forms W-2 and/or Forms 1099-R by Social Security Number, or alphabetical order. Attach an adding machine tape or other listing showing how you arrived at the total Idaho withholding amount.

All copies of Forms W-2 must be legible and unaltered. The form must be for the current year and show the correct state indicator. Your business name and federal Employer Identification Number must match the preprinted Form 956.

Who is required to file using Magnetic Media?

Idaho requires magnetic filing of Forms W-2 for employers who meet the Internal Revenue Service (IRS) requirement to file magnetically. For employers who meet the IRS requirements but have fewer than 50 employees working in Idaho, the state will accept either paper or magnetic filing. If you meet these requirements but do not file by magnetic media, a penalty may be charged.

Idaho specifications for filing Forms W-2 on magnetic tape or $5 \frac{1}{4}$ or $3 \frac{1}{2}$ diskette can be obtained by calling (208) 334-7787, visiting the Tax Pros page on the Commission's Web site, or contacting the Magnetic Media Coordinator at the address below.

The magnetic media must be mailed to the address below along with a signed, completed Form 956, and Form 96-T, Idaho Magnetic Media Transmittal:

Magnetic Media Coordinator Idaho State Tax Commission P. O. Box 36 Boise, ID 83722-0410 Form 96-T is found in the Idaho Magnetic Media Specifications booklet, on the Commission's Web site, or can be obtained by calling (208) 334-7787. If a completed Form 96-T is not received, the magnetic media may be returned to you and a penalty charged for late filing of the Forms W-2.

Computing the Amount of Idaho Income Tax Withholding

Percentage Computation Method

Multiply the allowance value for the appropriate payroll period (See Table 1) by the number of allowances claimed on the Form W-4 and subtract this amount from the employee's wages. Use the result to compute the amount to withhold using the appropriate tables on pages 27-29.

The percentage computation method may be the most useful method to use when programming the withholding table for your computer.

Table 1 A	LLOWANCE VALUE TABLE
Payroll <u>Period</u>	One Withholding <u>Allowance</u>
Biweekly Semimor Monthly Annual	\$ 54.00 7

Example:

An unmarried employee is paid \$586 biweekly and claims two withholding allowances on the W-4. Using the percentage method, compute the withholding tax as follows:

1. Total wage payment			\$586.00
2. One allowance (from the Allowance Value Table above)	\$10	8.00	
3. Allowances claimed on W-4	X	2	
4. Multiply line 2 by line 3			\$216.00
5. Amount subject to withholding			
(subtract total allowances, line 4, from wages, line 1)			\$370.00
6. Tax to be withheld (tables from pages 27-29)			\$ 17.00
(\$16.00 on \$356, + \$1.08 on remaining \$14.00) Remember to roo	und.		

Wage Bracket Method

Find the proper table, on pages 31 through 51, for your payroll period and the employee's marital status as shown on his Form W-4. Based on the number of withholding allowances claimed on the W-4 and the amount of wages, find the amount to withhold.

If an employee claims more than 10 allowances, you can still use the tables by:

- multiplying the number of withholding allowances over 10 by the amount from the Allowance Value Table on page 24,
- subtracting the result from the gross wages to get the adjusted gross wages,
- using the adjusted gross wages and column for 10 allowances to determine the withholding amount.

If the wages exceed the amount shown in the last bracket of the table, use the percentage computation method of withholding described on pages 24.

Annualized Wage Method

Multiply the wages for the pay period by the number of pay periods in the calendar year. Subtract the withholding allowances listed on page 24 from the gross wages to determine the amount subject to withholding. Use this figure and the annual tables to compute the amount of withholding required. Divide that amount by the number of periods in the calendar year. The result will be the amount of withholding for the current pay period.

Example:

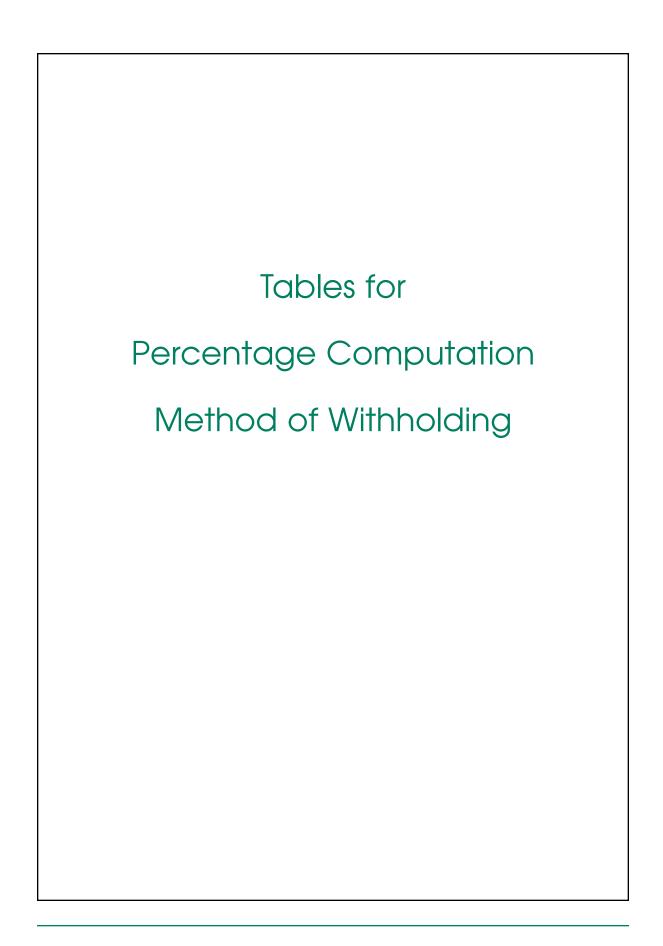
A married person is paid \$600 per week and claims four withholding allowances on his Form W-4. Compute the amount of withholding using the following steps:

1. Total annual wages - \$600 x 52 weeks			\$31	1,200.00
2. One annual allowance (from Allowance Value Table)	\$2,	800		
3. Allowance claimed on W-4	X	4	<u>1</u> 1	1,200.00
4. Amount subject to withholding (line 1 - line 2)			\$20	0,000.00
5. Tax from annual table (page 29)			\$	837.00
(\$828 on \$19,882 + \$9.09 on remaining \$118)				
6. Amount to be withheld each week				
(\$837.00 divided by 52) Remember to round.			\$	16.00

Withholding On Bonuses, Commissions, Etc.

Supplemental wages are compensation paid to an employee in addition to the employee's regular wages. These include bonuses, commissions, overtime pay, accumulated sick leave, severance pay, expense allowances paid under a nonaccountable plan, payments for nondeductible moving expenses, etc.

The withholding may be computed by either combining the supplemental payment with the regular wages and treating them as a single payment or by withholding 8.2% of the payment for Idaho taxes.



	Sir	ale Persons	s - includin	ng head of household	
		after subtracting		The amount of Idaho Income	
	withholding	allowances are:		tax to withhold is:	
Period	More than \$1 \$31 \$50 \$70 \$90	and Less than \$31 \$50 \$70 \$90 \$109	\$1 plus \$2 plus	\$0.00 2.0% of the amount over \$31 4.0% of the amount over \$50 4.5% of the amount over \$70 5.5% of the amount over \$90	
_	\$109 \$129	\$129 \$178		6.5% of the amount over \$109 7.5% of the amount over \$129	
0	\$178	\$424		7.8% of the amount over \$178	
-	\$424		•	8.2% of the amount over \$424	
Рау	If wages	after subtracting	Married P	ersons The amount of Idaho Income	
>	_	allowances are:		tax to withhold is:	
Weekly	More than \$1 \$88 \$127 \$166 \$205 \$245 \$284 \$382 \$874	and Less than \$88 \$127 \$166 \$205 \$245 \$284 \$382 \$874	\$2 plus \$4 plus \$6 plus \$9 plus \$16 plus	\$0.00 2.0% of the amount over \$88 4.0% of the amount over \$127 4.5% of the amount over \$166 5.5% of the amount over \$205 6.5% of the amount over \$245 7.5% of the amount over \$284 7.8% of the amount over \$382 8.2% of the amount over \$874	

	0:	I- D	- Salahadia a karada Akarasa kada	
			s - including head of household	
		after subtracting	The amount of Idaho Income	
	withholding	allowances are:	tax to withhold is:	
ро	More than	and Less than		
	\$1	\$62	\$0.00	
_	\$62	\$101	2.0% of the amount over \$62	
6	\$101	\$140	\$1 plus 4.0% of the amount over \$101	
Д	\$140	\$179	\$2 plus 4.5% of the amount over \$140	
	\$179	\$219	\$4 plus 5.5% of the amount over \$179	
=	\$219	\$258	\$6 plus 6.5% of the amount over \$219	
0	\$258	\$356	\$9 plus 7.5% of the amount over \$258	
L (\$356	\$848	\$16 plus 7.8% of the amount over \$356	
a y r	\$848		\$55 plus 8.2% of the amount over \$848	
В				
Д			Married Persons	
			Married i Gradria	
_	If wages	after subtracting	The amount of Idaho Income	
l y				
КIУ	withholding	after subtracting gallowances are:	The amount of Idaho Income	
ekly	withholding More than	after subtracting allowances are:	The amount of Idaho Income tax to withhold is:	
	withholding More than \$1	after subtracting gallowances are: and Less than \$175	The amount of Idaho Income tax to withhold is: \$0.00	
e e	withholding More than \$1 \$175	after subtracting g allowances are: and Less than \$175 \$254	The amount of Idaho Income tax to withhold is: \$0.00 2.0% of the amount over \$175	
e	withholding More than \$1 \$175 \$254	after subtracting g allowances are: and Less than \$175 \$254 \$332	The amount of Idaho Income tax to withhold is: \$0.00 2.0% of the amount over \$175 \$2 plus 4.0% of the amount over \$254	
iwee	withholding More than \$1 \$175 \$254 \$332	after subtracting g allowances are: and Less than \$175 \$254 \$332 \$411	The amount of Idaho Income tax to withhold is: \$0.00 2.0% of the amount over \$175 \$2 plus 4.0% of the amount over \$254 \$5 plus 4.5% of the amount over \$332	
e e	withholding More than \$1 \$175 \$254 \$332 \$411	after subtracting g allowances are: and Less than \$175 \$254 \$332 \$411 \$489	The amount of Idaho Income tax to withhold is: \$0.00 2.0% of the amount over \$175 \$2 plus 4.0% of the amount over \$254 \$5 plus 4.5% of the amount over \$332 \$8 plus 5.5% of the amount over \$411	
iwee	withholding More than \$1 \$175 \$254 \$332 \$411 \$489	after subtracting g allowances are: and Less than \$175 \$254 \$332 \$411 \$489 \$568	\$0.00 2.0% of the amount over \$175 \$2 plus 4.0% of the amount over \$254 \$5 plus 4.5% of the amount over \$332 \$8 plus 5.5% of the amount over \$411 \$13 plus 6.5% of the amount over \$489	
iwee	withholding More than \$1 \$175 \$254 \$332 \$411 \$489 \$568	after subtracting g allowances are: and Less than \$175 \$254 \$332 \$411 \$489 \$568 \$765	\$0.00 2.0% of the amount over \$175 \$2 plus 4.0% of the amount over \$254 \$5 plus 4.5% of the amount over \$332 \$8 plus 5.5% of the amount over \$411 \$13 plus 6.5% of the amount over \$489 \$18 plus 7.5% of the amount over \$568	
iwee	withholding More than \$1 \$175 \$254 \$332 \$411 \$489 \$568 \$765	after subtracting g allowances are: and Less than \$175 \$254 \$332 \$411 \$489 \$568	\$0.00 2.0% of the amount over \$175 \$2 plus 4.0% of the amount over \$254 \$5 plus 4.5% of the amount over \$332 \$8 plus 5.5% of the amount over \$419 \$13 plus 6.5% of the amount over \$489 \$18 plus 7.5% of the amount over \$568 \$32 plus 7.8% of the amount over \$765	
iwee	withholding More than \$1 \$175 \$254 \$332 \$411 \$489 \$568	after subtracting g allowances are: and Less than \$175 \$254 \$332 \$411 \$489 \$568 \$765	\$0.00 2.0% of the amount over \$175 \$2 plus 4.0% of the amount over \$254 \$5 plus 4.5% of the amount over \$332 \$8 plus 5.5% of the amount over \$411 \$13 plus 6.5% of the amount over \$489 \$18 plus 7.5% of the amount over \$568	

Semimonthly & Monthly Payroll Period

	Sin	ale Persons	s - includin	g head of house	hold
		after subtracting		The amount of Idaho Incom	
þ		allowances are:	'	tax to withhold is:	
0	With the last of	g ano manoco are.	1	tax to maniora io.	
ri	More than	and Less than			
a	\$1	\$67		\$0.00	
Δ.	\$67	\$109		2.0% of the amount over	\$67
_	\$109	\$152	\$1 plus	4.0% of the amount over	\$109
=	\$152	\$194	\$3 plus	4.5% of the amount over	\$152
0	\$194	\$237		5.5% of the amount over	
۲C	\$237	\$280		6.5% of the amount over	
У	\$280	\$386		7.5% of the amount over	
a,	\$386	\$918		7.8% of the amount over	
Ъ	\$918		\$59 plus	8.2% of the amount over	\$918
,			Mandado		
ر ا			Married Po		
Ч		after subtracting	Т Т	he amount of Idaho Incom	е
nthly	withholding	g allowances are:		tax to withhold is:	
o n	More than	and Less than			
	\$1	\$190		\$0.00	
ш	\$190	\$275		2.0% of the amount over	\$190
-	\$275	\$360	\$2 plus	4.0% of the amount over	\$275
ш	\$360	\$445	\$5 plus		
Ф	\$445	\$530		5.5% of the amount over	
ഗ	\$530	\$615		6.5% of the amount over	
-,	\$615	\$828		7.5% of the amount over	
	\$828	\$1,893		7.8% of the amount over	
	\$1,893			8.2% of the amount over	

	0:				
			: - including I	head of household	
		after subtracting	The a	amount of Idaho Income	
	withholding	allowances are:		tax to withhold is:	
ро	More than \$1	and Less than \$133		\$0.00	
ri	\$133	\$219	2.0	% of the amount over \$133	
е	\$219	\$304	\$2 plus 4.0	% of the amount over \$219	
Ρ.	\$304	\$389	** **	% of the amount over \$304	
-	\$389	\$474	** ** *	% of the amount over \$389	
_	\$474	\$559		% of the amount over \$474	
_	\$559	\$772		% of the amount over \$559	
0	\$772	\$1,837	* 1	% of the amount over \$772	
/ 1	\$1,837		\$118 plus 8.2	% of the amount over \$1,837	
a y r					
P		ļ	Married Pers	ons	
			T1		
	If wages	after subtracting	The a	amount of Idaho Income	
	_	after subtracting allowances are:	The a	amount of Idaho Income tax to withhold is:	
	_	•	The a		
	withholding	g allowances are:	The a		
nthly	withholding More than	and Less than		tax to withhold is:	
onthly	withholding More than \$1 \$379 \$550	and Less than \$379 \$550 \$720	2.0	tax to withhold is: \$0.00	
nthly	withholding More than \$1 \$379 \$550 \$720	and Less than \$379 \$550 \$720 \$890	2.0 \$3 plus 4.0 \$10 plus 4.5	\$0.00 % of the amount over \$379 % of the amount over \$550 % of the amount over \$720	
onthly	withholding More than \$1 \$379 \$550 \$720 \$890	and Less than \$379 \$550 \$720 \$890 \$1,061	2.0 \$3 plus 4.0 \$10 plus 4.5 \$18 plus 5.5	\$0.00 % of the amount over \$379 % of the amount over \$550 % of the amount over \$720 % of the amount over \$890	
onthly	withholding More than \$1 \$379 \$550 \$720 \$890 \$1,061	allowances are: and Less than \$379 \$550 \$720 \$890 \$1,061 \$1,231	2.0 \$3 plus 4.0 \$10 plus 4.5 \$18 plus 5.5 \$27 plus 6.5	\$0.00 % of the amount over \$379 % of the amount over \$550 % of the amount over \$720 % of the amount over \$890 % of the amount over \$1,061	
onthly	withholding More than \$1 \$379 \$550 \$720 \$890 \$1,061 \$1,231	allowances are: and Less than \$379 \$550 \$720 \$890 \$1,061 \$1,231 \$1,657	2.0 \$3 plus 4.0 \$10 plus 4.5 \$18 plus 5.5 \$27 plus 6.5 \$38 plus 7.5	\$0.00 % of the amount over \$379 % of the amount over \$720 % of the amount over \$890 % of the amount over \$1,061 % of the amount over \$1,231	
onthly	withholding More than \$1 \$379 \$550 \$720 \$890 \$1,061 \$1,231 \$1,657	allowances are: and Less than \$379 \$550 \$720 \$890 \$1,061 \$1,231	\$3 plus 4.0 \$10 plus 4.5 \$18 plus 5.5 \$27 plus 6.5 \$38 plus 7.8 \$70 plus 7.8	\$0.00 % of the amount over \$379 % of the amount over \$550 % of the amount over \$720 % of the amount over \$1,061 % of the amount over \$1,231 % of the amount over \$1,657	
onthly	withholding More than \$1 \$379 \$550 \$720 \$890 \$1,061 \$1,231	allowances are: and Less than \$379 \$550 \$720 \$890 \$1,061 \$1,231 \$1,657	\$3 plus 4.0 \$10 plus 4.5 \$18 plus 5.5 \$27 plus 6.5 \$38 plus 7.8 \$70 plus 7.8	\$0.00 % of the amount over \$379 % of the amount over \$720 % of the amount over \$890 % of the amount over \$1,061 % of the amount over \$1,231	

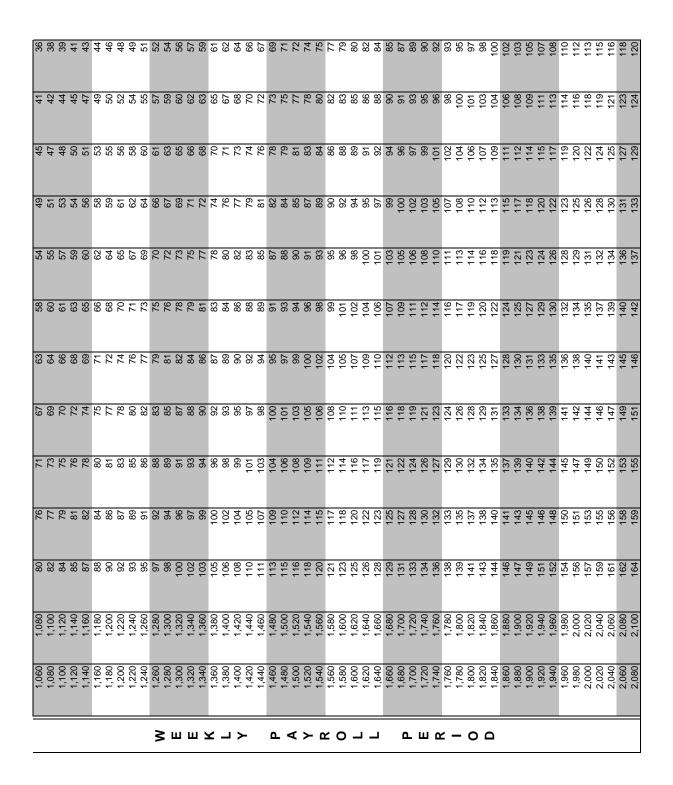
Annual & Daily or Miscellaneous Payroll Period

	Sir	ngle Person	s - includir	ng head of house	hold
	If wages	after subtracting	Т	he amount of Idaho Incom	е
	withholdin	g allowances are:		tax to withhold is:	
roll Period	More than \$1 \$1,600 \$2,622 \$3,644 \$4,666 \$5,688 \$6,710 \$9,266 \$22,042	and Less than \$1,600 \$2,622 \$3,644 \$4,666 \$5,688 \$6,710 \$9,266 \$22,042	\$229 plus \$421 plus		\$2,622 \$3,644 \$4,666 \$5,688 \$6,710 \$9,266
Рау			Married Po		
_		after subtracting	T	he amount of Idaho Incom	е
_	withholdin	g allowances are:		tax to withhold is:	
n a	More than	and Less than		\$0.00	
⊆	\$1	\$4,550		*	
u u	\$4,550	\$6,594		2.0% of the amount over	. ,
⊑	\$4,550 \$6,594	\$6,594 \$8,638	\$41 plus	2.0% of the amount over 4.0% of the amount over	\$6,594
	\$4,550 \$6,594 \$8,638	\$6,594 \$8,638 \$10,682	\$123 plus	2.0% of the amount over 4.0% of the amount over 4.5% of the amount over	\$6,594 \$8,638
⊆	\$4,550 \$6,594 \$8,638 \$10,682	\$6,594 \$8,638 \$10,682 \$12,726	\$123 plus \$215 plus	2.0% of the amount over 4.0% of the amount over 4.5% of the amount over 5.5% of the amount over	\$6,594 \$8,638 \$10,682
\subseteq	\$4,550 \$6,594 \$8,638 \$10,682 \$12,726	\$6,594 \$8,638 \$10,682 \$12,726 \$14,770	\$123 plus \$215 plus \$327 plus	2.0% of the amount over 4.0% of the amount over 4.5% of the amount over 5.5% of the amount over 6.5% of the amount over	\$6,594 \$8,638 \$10,682 \$12,726
\subseteq	\$4,550 \$6,594 \$8,638 \$10,682	\$6,594 \$8,638 \$10,682 \$12,726	\$123 plus \$215 plus \$327 plus \$460 plus	2.0% of the amount over 4.0% of the amount over 4.5% of the amount over 5.5% of the amount over	\$6,594 \$8,638 \$10,682 \$12,726 \$14,770

_						
ро	Sir	ngle F	Persons	s - includir	ng head of house	hold
	If wages	after su	btracting	1	he amount of Idaho Incom	е
er	withholdin	g allowa	ances are:		tax to withhold is:	
P.						
_	More than	and L	Less than		00.00	
=	\$1 \$6		\$6 \$10		\$0.00 2.0% of the amount over	<u></u>
0	\$6 \$10		\$10 \$14	\$0.08 plus	4.0% of the amount over	**
y	\$10 \$14		\$1 4 \$18	\$0.06 plus	4.5% of the amount over	•
a.	\$18		\$22		5.5% of the amount over	•
₾	\$22		\$26		6.5% of the amount over	* -
S	\$26		\$36		7.5% of the amount over	\$26
3	\$36		\$85	\$1.63 plus	7.8% of the amount over	\$36
0	\$85			\$5.46 plus	8.2% of the amount over	\$85
Ð						
an				Married P	ersons	
_	If wages	after su	btracting	1	he amount of Idaho Income	е
=	If wages withholding		btracting ances are:	1	he amount of Idaho Income tax to withhold is:	е
_				1		е
scell	withholding	g allowa	ances are:	1		е
iscell	withholding More than \$1	g allowa	Less than \$18	1	tax to withhold is: \$0.00	
Miscell	withholding More than \$1 \$18	g allowa	Less than \$18 \$25		tax to withhold is: \$0.00 2.0% of the amount over	\$18
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Tables for Wage Bracket Method of Withholding	

Single Persons - Weekly Payroll Period continued



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Married Persons - Weekly Payroll Period continued

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Single Persons - Biweekly Payroll Period continued

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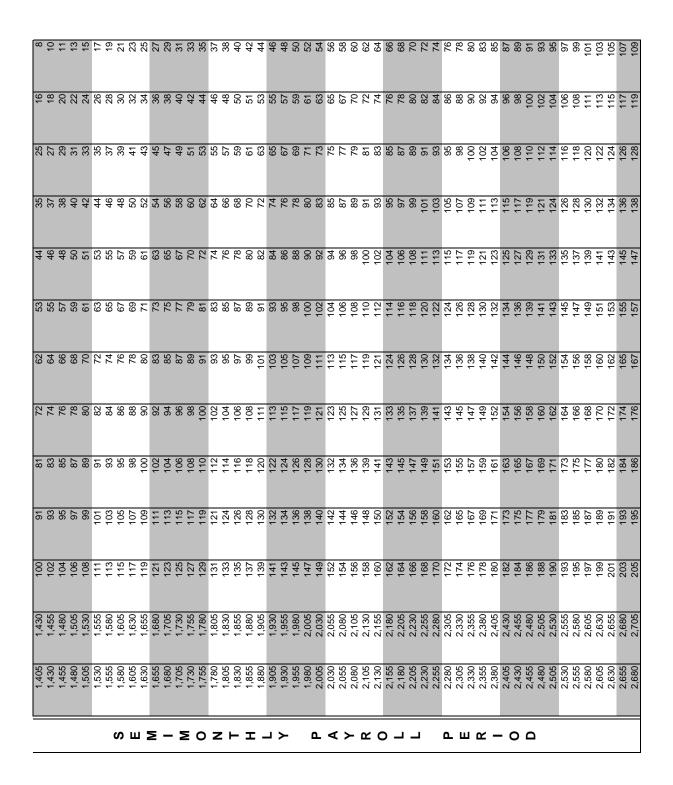
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Married Persons - Biweekly Payroll Period continued

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Single Persons - Semimonthly Payroll Period continued

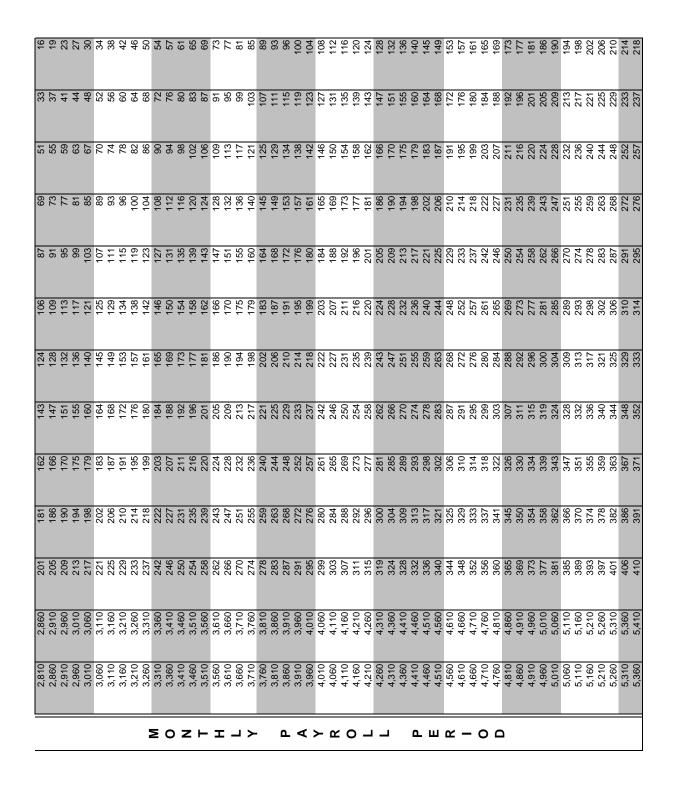


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Married Persons - Semimonthly Payroll Period continued

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Single Persons - Monthly Payroll Period continued



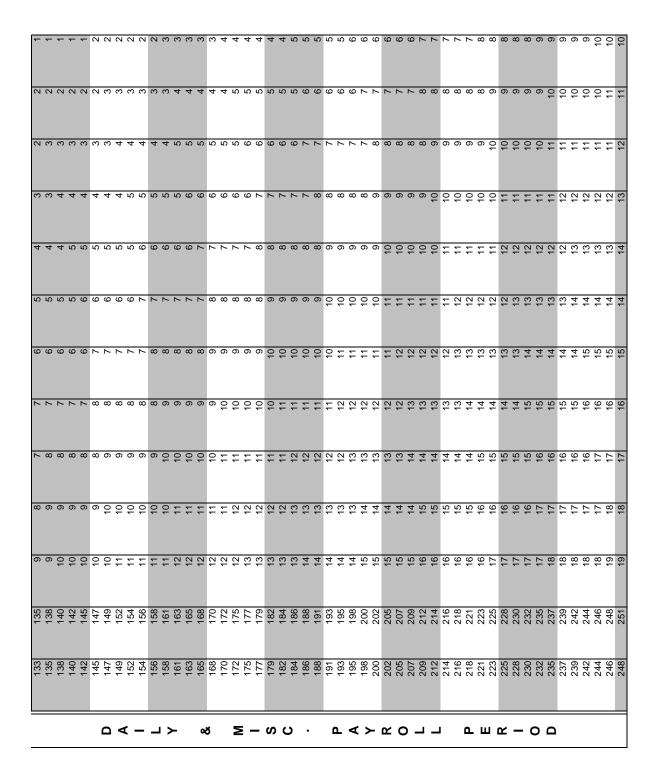
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Married Persons - Monthly Payroll Period continued

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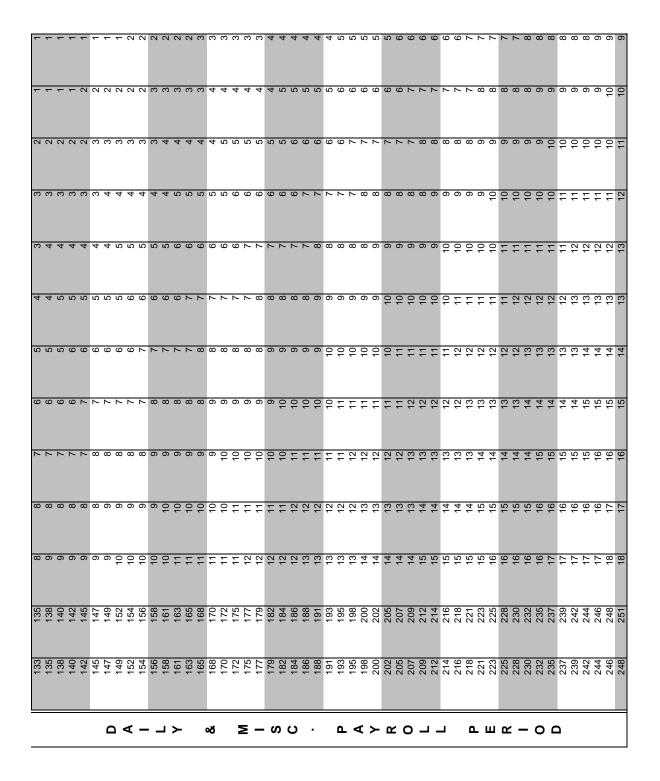
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Single Persons - Daily & Misc. Payroll Period continued



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Married Persons - Daily & Misc. Payroll Period continued



Idaho Income Tax Withholding Reconciliation Worksheet

	Column A	Column B	Column C
Month	Actual Amount of Tax Withheld During the Calendar Month	Date Tax was Paid to the State Tax Commission	Amount Paid to the State Tax Commission
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
	Column A Total		Column C Total
2 Tax Withheld			
I from Column A above. I Idaho Withholding from amounts are the same on its on Lines 1 and 2 are of	Forms W-2 and/or 1099-R for Lines 1 and 2, enter the amodifferent, review your records the there is an incorrect an W-2C).	ms unt on Form 956, Line 3 a o identify the reason for th	and proceed to Step 3.
I from Column A above. I Idaho Withholding from amounts are the same on its on Lines 1 and 2 are corrections. If you discove	Forms W-2 and/or 1099-R for Lines 1 and 2, enter the amodifferent, review your records the that there is an incorrect and the statement of the	ms unt on Form 956, Line 3 a o identify the reason for th	and proceed to Step 3.
I from Column A above. I Idaho Withholding from amounts are the same on its on Lines 1 and 2 are corrections. If you discovered W-2 (Federal Form Bayments) I from Column C above any payments not include tract any penalty or interestract any refunds received any credits applied from	Forms W-2 and/or 1099-R for Lines 1 and 2, enter the amodifferent, review your records the that there is an incorrect and the statement of the	ms	and proceed to Step 3. The difference and make W-2, you must prepare to the control of the cont
I from Column A above. I Idaho Withholding from amounts are the same on its on Lines 1 and 2 are corrections. If you discovered W-2 (Federal Form Bayments) I from Column C above any payments not include tract any penalty or interestract any refunds received any credits applied from I the amounts from Lines	Forms W-2 and/or 1099-R for Lines 1 and 2, enter the amodifferent, review your records the that there is an incorrect an W-2C). Led in Column C	unt on Form 956, Line 3 a o identify the reason for the nount reported on a Form	and proceed to Step 3. The difference and make W-2, you must prepare to the control of the cont
I from Column A above. I Idaho Withholding from amounts are the same on its on Lines 1 and 2 are of corrections. If you discove ected W-2 (Federal Form Bayments I from Column C above any payments not include tract any penalty or interestract any refunds received any credits applied from I the amounts from Lines are a monthly or quarter	Forms W-2 and/or 1099-R for Lines 1 and 2, enter the amodifferent, review your records the that there is an incorrect an W-2C). Led in Column C	unt on Form 956, Line 3 a o identify the reason for the nount reported on a Form	and proceed to Step 3. The difference and make W-2, you must prepare to the control of the cont

*Note: As a split monthly filer, your payment due1/20 covers the period of 12/16 through 1/15. Since this reporting period crosses calendar years, you must make adjustments to arrive at the true calendar year tax amounts.